Certificate of Appropriateness Placard
for Raleigh Historic Resources

Project Description:
- Alter planting bed: install shrubs and ground cover plants

708 ST MARY'S STREET
Address
GLENWOOD-BROOKLYN
Historic District

Historic Property
113-17-MW
Certificate Number
06-29-2017
Date of Issue
12-29-2017
Expiration Date

This card must be kept posted in a location within public view until all phases of the described project are complete. The work must conform with the code of the City of Raleigh and laws of the state of North Carolina. When your project is complete, you are required to ask for a final zoning inspection in a historic district area. Telephone the RHDC office at 832-7238 and commission staff will coordinate the inspection with the Inspections Department. If you do not call for this final inspection, your Certificate of Appropriateness is null and void.

Signature,
Raleigh Historic Development Commission

Pending the resolution of appeals, commencement of work is at your own risk.
**Raleigh Historic Development Commission – Certificate of Appropriateness (COA) Application**

**DEVELOPMENT SERVICES DEPARTMENT**

Development Services Customer Service Center
One Exchange Plaza
1 Exchange Plaza, Suite 400
Raleigh, North Carolina 27601
Phone 919-996-2495
eFax 919-996-1831

- [ ] Minor Work (staff review) – 1 copy
- [ ] Major Work (COA Committee review) – 10 copies
  - [ ] Additions Greater than 25% of Building Square Footage
  - [ ] New Buildings
  - [ ] Demo of Contributing Historic Resource
  - [ ] All Other
- [ ] Post Approval Re-review of Conditions of Approval

---

**Property Street Address**
708 Saint Mary's Street, Raleigh, NC 27605

**Historic District**
Glenwood Brooklyn

**Historic Property/Landmark name (if applicable)**

**Owner's Name**
Carnard Properties, LLC

**Lot size**
0.19 acres (width in feet) \( \frac{17'}{6.5'} \) (depth in feet) \( 12' + (10') \) – see plan

For applications that require review by the COA Committee (Major Work), provide addressed, stamped envelopes to owners of all properties within 100 feet (i.e. both sides, in front (across the street), and behind the property) not including the width of public streets or alleys (Label Creator).

<table>
<thead>
<tr>
<th>Property Address</th>
<th>Property Address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

**For Office Use Only**

- **Transaction #**
  - 518291
- **File #**
  - 113-17-MW
- **Fee**
  - $29.00
- **Amount Paid**
  - $29.00
- **Received Date**
  - 6-10-17
- **Received By**
  - [Signature]
I understand that all applications that require review by the commission’s Certificate of Appropriateness Committee must be submitted by 4:00 p.m. on the application deadline; otherwise, consideration will be delayed until the following committee meeting. An incomplete application will not be accepted.

<table>
<thead>
<tr>
<th>Type or print the following:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Applicant</strong></td>
</tr>
<tr>
<td><strong>Mailing Address</strong></td>
</tr>
<tr>
<td><strong>City</strong></td>
</tr>
<tr>
<td><strong>Date</strong></td>
</tr>
<tr>
<td><strong>Email Address</strong></td>
</tr>
</tbody>
</table>

**Applicant Signature**

| Will you be applying for rehabilitation tax credits for this project? | ☑ Yes | ☐ No |
| Did you consult with staff prior to filing the application? | ☑ Yes | ☐ No |

**Design Guidelines** - Please cite the applicable sections of the design guidelines ([www.rhdc.org](http://www.rhdc.org)).

<table>
<thead>
<tr>
<th>Section/Page</th>
<th>Topic</th>
<th>Brief Description of Work (attach additional sheets as needed)</th>
</tr>
</thead>
</table>
| 2.3          | Plantings | The front lawn landscaping was damaged during hurricane Matthew. What remains is mostly mulch and weeds. To replace the fallen tree and to improve the building appearance - there is a proposed plan for installing new landscaping.  
(HE38) - minor work |
**Minor Work Approval (Office use only)**

Upon being signed and dated below by the Planning Director or designee, this application becomes the Minor Work Certificate of Appropriateness. It is valid until [date]. Please post the enclosed placard form of the certificate as indicated at the bottom of the card. Issuance of a Minor Work Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City Code or any law. Minor Works are subject to an appeals period of 30 days from the date of approval.

Signature (City of Raleigh) [signature]  Date [date]

---

**TO BE COMPLETED BY APPLICANT**

<table>
<thead>
<tr>
<th>YES</th>
<th>N/A</th>
<th>YES</th>
<th>NO</th>
<th>N/A</th>
</tr>
</thead>
</table>

Attach 8-1/2” x 11” or 11” x 17” sheets with written descriptions and drawings, photographs, and other graphic information necessary to completely describe the project. Use the checklist below to be sure your application is complete.

**Minor Work** (staff review) – 1 copy

**Major Work** (COA Committee review) – 10 copies

1. **Written description.** Describe clearly and in detail the nature of your project. Include exact dimensions for materials to be used (e.g. width of siding, window trim, etc.)

2. **Description of materials** (Provide samples, if appropriate)

3. **Photographs** of existing conditions are required. Minimum image size 4” x 6” as printed. Maximum 2 images per page.

4. **Paint Schedule** (if applicable)

5. **Plot plan** (if applicable). A plot plan showing relationship of buildings, additions, sidewalks, drives, trees, property lines, etc., must be provided if your project includes any addition, demolition, fences/walls, or other landscape work. Show accurate measurements. You may also use a copy of the survey you received when you bought your property. Revise the copy as needed to show existing conditions and your proposed work.

6. **Drawings** showing existing and proposed work
   - [ ] Plan drawings
   - [ ] Elevation drawings showing the façade(s)
   - [ ] Dimensions shown on drawings and/or graphic scale (required)
   - [ ] 11” x 17” or 8-1/2” x 11” reductions of full-size drawings. If reduced size is so small as to be illegible, make 11” x 17” or 8-1/2” x 11” snap shots of individual drawings from the big sheet.

7. Stamped envelopes addressed to all property owners within 100 feet of property not counting the width of public streets and alleys (required for Major Work). Use the Label Creator to determine the addresses.

8. **Fee** (See Development Fee Schedule)

[ ]

---

**WWW.raleighnc.gov**  **REVISION 08.29.16**
Maple Engineering Plant Pictures

Loropetalum ‘Purple Diamond’

This one grows 4 to 5 feet tall and wide. Showy pink flowers appear in spring and sometimes summer. Deep, rich purple foliage holds its color all season. Evergreen.

Gardenia ‘Kleim’s Hardy’

The hardiest of the Gardenias in a versatile, dwarf size. Great in containers, raised beds and in the foreground of borders. Striking aroma! Flowers are star-like with five petals. Grows 2 to 3 feet tall and wide. Evergreen.
**Variegated Liriope**

Great as an accent to other plants. Very versatile and grows as a clump-forming groundcover or edging around perennial or shrub borders. Evergreen. 15 inches tall and wide.

---

**Holly 'Sky Pencil'**

Dark green foliage stays neat year-round, often sporting small purple berries in fall. Outstanding evergreen for vertical accent, entryways or privacy screening. Grows 6-8 feet tall, 2-3 wide. Evergreen.
708 St. Marys Street, Raleigh NC 27605
existing conditions